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Base

MEMORANDUM FOR: Deputy Director for Intelligence
FROM: Director of Central Intelligence
SUBJECT: An Action Agenda

There is a tendency in the latter half of the second term of any President for government organizations to coast, having run out of ideas, initiatives and energy. This obviously cannot be allowed at CIA. I want to leave this place in the strongest possible shape for the next President who likely will face even greater challenges than Ronald Reagan. This means we cannot afford to rest on our laurels and complacently be content with what we have accomplished in the past several years.

Each of us holds these senior positions for a relatively short period of time and I believe it is important that we use that time not only to manage the organization effectively but to devise and implement measures that will strengthen and improve our work over the longer term.

Accordingly, I would like for you personally to prepare for me and the DDCI your appraisal of areas in your organization where longer range improvements and strengthening still are needed and the measures you plan to accomplish such improvements or changes. I am interested not just in organizational changes, but also efforts to change attitudes and ways of doing business both within your organization and between it and other parts of CIA and the government.

While day-to-day management is important, efforts to bring about longer range strengthening of the organization are equally so. I am concerned that we not become focused on the day-to-day problems to the exclusion of broader and longer range needs. I would like to have this memo from you by June 20th.



William J. Casey



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